

## MINUTES

December 4, 2009

Minutes of the meeting of the State Board of Education held December 4, 2009, at the Utah State Office of Education, Salt Lake City, Utah. Meeting commenced at 8:07 a.m.

Chairman Debra G. Roberts presided.

Members present were:

Chairman Debra G. Roberts  
Vice Chairman Dixie L. Allen  
Member Laurel O. Brown  
Member Kim R. Burningham  
Member Janet A. Cannon  
Member Leslie B. Castle  
Member Craig E. Coleman  
Member David Crandall  
Member Meghan Holbrook  
Member Douglas J. Holmes  
Member Michael G. Jensen  
Member Shelly Locke  
Member Charlene Lui  
Member Denis R. Morrill  
Member Carol A. Murphy  
Member C. Mark Openshaw  
Member David L. Thomas

Members Rosanita Cespedes and Greg Haws were excused.

Also present were:

Superintendent Larry K. Shumway  
Deputy Superintendent Martell Menlove  
Associate Superintendent Brenda Hales  
Associate Superintendent Todd Hauber  
Associate Superintendent Judy Park  
Public Affairs Director, Mark Peterson  
Don Uchida, Executive Director, USOR  
Board Secretary Twila B. Affleck

Members of the Press:

Lisa Schencker, Salt Lake Tribune  
Amy Stewart, Deseret Morning News  
Steven Noyce, Superintendent, Utah Schools for the Deaf and Blind  
Tim Leffel, Utah Association of School Business Officials

Board Member David L. Crandall led the Board in the Pledge of Allegiance.

Board Member Janet A. Cannon welcomed everyone to the meeting and shared a quote from Charles Dickens and shared facts of his life and the story of the Christmas Carole.

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Charles Dickens becomes an advocate for education of the poor. She commented on what a great and precious gift education is.

Public Participation/Comment

The Board heard from Jill Newell, Director of Member Services for the Utah Council of Educators (UTCE). She made a general introduction to the Board of the Utah Council of Education, a non-union, professional association of career educators representing certified and classified employees in all 41 Utah school district. UTCE provides educational support services to members and works cooperatively with lawmakers, policymakers, and local school districts to secure greater resources and improve public education for Utah student.

Oath of Office to New Board Member

Chairman Debra G. Roberts reported that Craig E. Coleman had been appointed by Governor Gary Herbert to serve in District 3, representing Granite, Jordan, Nebo, Tintic and Tooele School Districts. Dr. Coleman is an Associate Professor of Plant and Wildlife Sciences at Brigham Young University. He served three years as a medic in the U.S. Army and served a full-time mission for the LDS Church in the Buenos Aires Argentina North Mission. He is married and has five children.

Chairman Roberts issued the Oath of Office to Craig E. Coleman.

Member Coleman commented on his excitement to be a member of the Board and hope that he could represent his district well.

The Board recessed into committee meetings at 8:30 a.m.

The Board reconvened at 10:25 a.m.

Recognition of Outgoing Board Member

Chairman Roberts commented that Charlene Lui has served on the Board representing the Coalition of Minorities Advisory Committee for the past two years. She has a M.Ed. In Educational Leadership and completed doctoral courses in multicultural education and English as a second language. She began her educational career teaching high school. She has been an Assistant Principal and Principal and is currently serving as the Director of Educational Equity in the Granite School District. Charlene is a strong advocate for equity and the advancement of multicultural education. The Board presented Ms. Lui with a traditional bell plaque for her service on the Board.

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Charlene Lui commented on the opportunity she has had to serve on the Board representing CMAC on the Board and the positive influence it has been on the minority community. She encouraged Board Members to visit the districts in their areas to see what is going on in a positive way.

Achievement Spotlight

Associate Superintendent Brenda Hales stated that we are honoring one of the most commendable educational heroes in our state, Dr. Lucille Stoddard. Her love for learning and her tireless devotion to students is worthy of respect and emulation.

Dr. Stoddard has been serving as Utah's Associate Commissioner of Higher Education since 2004. Prior to her service in the Commissioner's Office, Dr. Stoddard served as the interim President of Utah Valley University twice, Vice president of Academic Affairs for 20 years, and as Dean of the Schools of Business and General Studies.

In addition to her time at Utah Valley University, Dr. Stoddard has served as a Commissioner on the Board of Northwest Commission for Colleges and Universities and is recognized widely as an expert on accreditation standards. She has served as State President and National Board member of the American Association of University Women, as well as many other national and state commissions and associations.

As the Higher Education co-chair for the K-17 Alliance, Dr. Stoddard has been an advocate for the thoughtful adoption of concurrent enrollment policies. She has also been a pioneer in the vertical and horizontal articulation of student assessment. Her work to bring public education and higher education together on issues such as smooth transitions, career and college readiness and counseling has been ground making.

As Dr. Stoddard prepares to retire the Board honored Dr. Stoddard with a Certificate of Excellence. Dr. Stoddard is a true hero who will be greatly missed.

Utah Schools for the Deaf and  
Blind (USDB) Annual Report

Dr. Steven Noyce, Superintendent and Associate Superintendents Jennifer Howell and Melanie Austin of the Utah Schools for the Deaf and Blind presented their annual report to the Board. It was noted that the report was provided to the Education Interim Committee on November 18, 2009, as required in Utah Code 53A-25b-304.

Reported on where the schools have been, where they are now and where they are going.

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(For complete details see General Exhibit No. 11066.)

#### Promises to Keep - Next Steps

The Board at its September work/study and Board Meetings reviewed and identified some of the next steps for the Promises to Keep. Board Members were asked to continue the process of review and identify areas they feel comfortable with for next steps. The Board has established specific steps for goals ensuring literacy and numeracy, providing high quality instruction, and establishing curriculum with high standards and relevance and requiring effective assessment to inform high quality instruction and accountability.

The Board reviewed the strategic direction goals for each of the specific mission steps. (For complete details see General Exhibit No. 11067.)

The following suggestions were given by Board Members:

- Under Providing High Quality Instruction for All Utah Children, adjust No. 3 to include wording to seek and value and use parental input. Associate Superintendent Brenda Hales was asked to make it read appropriately.
- Include cultural relevance or competency under professional development.
- Reference K-16 under C.6.2.

Motion was made by Member Denis R. Morrill and seconded by Vice Chairman Dixie L. Allen to adopt the Goals and Strategic Directions with the changes noted above. It was noted that the document is still fluid. Motion carried unanimously.

Associate Superintendent Brenda Hales presented the specific next steps as a comprehensive plan outline draft. (For complete details see General Exhibit No. 11068.)

#### State Board of Education Bylaw Amendments

The State Board of Education Bylaws direct that they be reviewed annually. Proposed amendments delete repealed USDB Board responsibilities, update terminology, provide for a UCAT member as a non-voting Board member, delete "Audit Committee" language and replace with "Finance Committee," add a Board member ethics section and recommend other changes. The Law and Policy Committee reviewed the bylaws briefly at the October Board meeting; the Board discussed the recommended changes extensively at the November meeting but did not pass the Bylaws because of split voting on one section. The item was tabled at that time.

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Motion was made by Member Janet A. Cannon and seconded by Member Michael Jensen to take the Bylaw Amendments off the table. Motion carried unanimously.

Vice Chairman Dixie Allen reviewed the changes made to the Bylaws at this point. She indicated that there is an addition to the document to include the Board Ethics portion rather than an extension of the document. (For complete details see General Exhibit No. 11069.)

Member Janet Cannon commented that under VIII, Appointments, C.1. we discussed this section last meeting and there was a deadlock vote. She said that if the proposed amendment last time did not pass with a majority then it would revert back to the original language, "The Board shall solicit input from each Board member and create a Superintendent Selection Committee comprised of Board members desiring to serve."

Motion was made by Member Denis R. Morrill and seconded by Member David L. Thomas to approve as written with the deletions and addition in red.

Member Carol Murphy indicated she did not agree with the wording in red and proposed the following language: The Board will by consensus determine the duties and makeup of the Superintendent Selection Committee.

Member Janet Cannon commented that the reason she favored the way written before was to give every board member an opportunity to participate in this one particular committee.

Member Dave Thomas commented many would want to be on the committee over a quorum of the Board, and this defeats the purpose of a committee. The process is to narrow down candidates and it worked during the last selection process. Since we elect the board chair, the chair makes appointments to all the other committees and this should not be different.

Substitute motion was made by Member Carol A. Murphy and seconded by Member Janet A. Cannon to eliminate the language in the red, and C.1 would read: "The Board will solicit input from each Board member and create a Superintendent Selection Committee comprised of Board members desiring to serve. The Board will, by consensus, determine the duties and makeup of the selection committee. Motion carried with Members Brown, Burningham, Cannon, Castle, Crandall, Jensen, Locke, Murphy, and Openshaw voting in favor; Members Allen, Morrill and Thomas opposed.

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Member Janet Cannon voiced concern with C.3 under Appointments, with the proposed amendment to change shall to may.

Motion was made by Member Janet A. Cannon and seconded by Member Shelly Locke to maintain the word shall in paragraph C.3.

Member Shelly Locke suggested that it include the word final prior to candidates.

Member Dave Thomas spoke against the motion because this would not be consistent with the prior motion in tying the hands of a future board.

Member Laurel Brown suggested it include second interview instead of second, use additional.

Motion failed with Members Allen, Brown, Crandall, Jensen, Morrill, Openshaw and Thomas voting against; Members Burningham, Cannon, Castle, Locke and Murphy in favor.

Motion was made by Member Carol A. Murphy to delete paragraph C.3 under Appointments. There being no second motion died.

Motion was made by Member Janet A. Cannon and seconded by Member Kim R. Burningham, to retain paragraph 3 under Leadership Committee. Motion carried unanimously.

Motion was made by Member Janet A. Cannon and seconded by Member Kim R. Burningham to retain paragraph 2 c.1 under Board Committees.

Member Laurel Brown commented that she currently serves on both of those committees and the Trust Lands Advisory Committee is advisory dually to SITLA and to the State Board of Education. The Public Education Coalition and the Trust Lands Advisory Committee are two separate entities. She spoke in favor of maintaining c.1, and have a new paragraph d to include the Trust Lands Advisory Committee.

This was deemed a friendly amendment to the motion. Motion carried unanimously.

Motion was made by Member Janet A. Cannon and seconded by Member Carol A. Murphy to change the last sentence under X to read: Changes/amendments shall become effective immediately upon approval as directed by the Board. Motion carried with Members Brown, Burningham, Cannon, Castle, Crandall, Jensen, Locke, Murphy, and Openshaw voting in favor; Members Allen, Morrill and Thomas opposed.

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Motion was made by Member Carol A. Murphy and seconded by Member David L. Thomas to add charter schools throughout the document following local school boards, school districts, etc. Motion carried unanimously.

Member Dave Thomas commented that we have added an ethics section and questioned how we enforce this. He suggested there be an ethics subcommittee of the board.

Discussion ensued as to a process for handling this. It was noted that the Board is a small enough body to deal with an ethics issue rather than an elaborate process.

Motion was made by Member David L. Thomas and seconded by Vice Chairman Dixie L. Allen to add an E under Board Ethics to read: The State Board shall act as the Ethics Committee to receive and investigate complaints and take appropriate action. Motion carried unanimously.

Motion was made by Member Kim R. Burningham and seconded by Vice Chairman Dixie L. Allen to add an E under Membership to read: One representative of the Utah School Boards Association (USBA), appointed by the President of USBA may serve as a non-voting advisor to the Board without set term until replaced by the president.

It was suggested that rather than the appointment by the president that it be appointed by USBA. This was accepted by Members Burningham and Allen.

Motion carried unanimously.

Motion was made by Member Dixie L. Allen and seconded by Member C. Mark Openshaw that paragraph D under Membership that the CMAC member appointment read with the same language as the USBA appointment, i.e. that CMAC make the appointment rather than it be the Chairman of CMAC. Motion carried unanimously.

Motion was made by Member Laurel O. Brown and seconded by Member Denis R. Morrill to amend the first sentence in paragraph IV. 11.c. changing the word assistance to advise. "USDB is administered by a superintendent for the Utah Schools for the Deaf and Blind with advice from an Advisory Council appointed by the Board.

It was suggested that the paragraph be amended to read: USDB is administered by a superintendent for the Utah Schools for the Deaf and Blind (53A-25b-201(2)). An advisory Council shall be appointed by the Board.

Amendment was accepted by the makers of the motion. Motion carried unanimously.

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Motion was made by Member David L. Thomas and seconded by Member D. Mark Openshaw that where the mention of Board Chairman is made it be Board Chair. Motion carried unanimously.

Motion was made by Vice Chair Dixie L. Allen and seconded by Member David L. Thomas that the Board accept the State Board Bylaws as written and amended for final approval. Motion carried unanimously.

#### Executive Session

Motion was made by Member Denis R. Morrill and seconded by Member David L. Thomas to move into an executive session for the purpose of discussing personnel issues and potential or pending litigation. The Board was polled and by unanimous consent of those present the Board moved into an executive session at 1:07 p.m.

Motion was made by Member Laurel O. Brown and seconded by Member Denis R. Morrill to reconvene into open meeting. Motion carried. The Board reconvened at 2:28 p.m.

#### **Utah Professional Practices Advisory Commission Recommendations**

Motion was made by Member Denis R. Morrill and seconded by Member Laurel O. Brown to accept the recommendation of the Commission in Case No. 97-418 and revoke for five years based upon default the educator license of a former educator in the Davis School District. Motion carried with Members Allen, Brown, Cannon, Crandall, Jensen, Locke, Morrill, Murphy, Openshaw, and Thomas voting in favor; Members Burningham and Castle absent.

Motion was made by Member Denis R. Morrill and seconded by Member Laurel O. Brown to accept the recommendation of the Commission in case No. 09-918 and permanently revoke the license based on default of a former educator in Millard School District. Motion carried with Members Allen, Brown, Cannon, Castle, Crandall, Jensen, Locke, Morrill, Murphy, Openshaw and Thomas voting in favor; Member Burningham absent.

(For complete details see General Exhibit No. 11070.)

#### **Utah Schools for the Deaf and Blind Advisory Council**

Motion was made by Member Leslie B. Castle and seconded by Member Dixie L. Allen to appoint Linda Otte (term to expire 6/2010) and Amy English (term to expire 6/2013) to the Utah Schools for the Deaf and Blind Advisory Council. Motion carried with



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Members Allen, Brown, Cannon, Castle, Crandall, Jensen, Locke, Morrill, Murphy, Openshaw and Thomas voting in favor; Member Burningham absent.

Election of Board Officers

Vice Chair Dixie Allen reported that Debra Roberts and she had submitted their desire to continue to serve as Chair and Vice Chair. There were no other nominations.

Motion was made by Member Janet A. Cannon and seconded by Member Mark Openshaw to re-elect by acclamation Debra G. Roberts, Chair and Dixie L. Allen Vice Chair. Motion carried with Members Allen, Brown, Cannon, Castle, Crandall, Jensen, Locke, Morrill, Murphy, Openshaw and Thomas voting in favor; Member Burningham absent.

Board Standing Committee Reports

**Audit Committee**

Chairman Debra G. Roberts reported that the Audit Committee met this morning and released the Grand County School District Report. (For complete details see General Exhibit No. 11071.) The report will be mailed to the Board next week.

Chair Roberts expressed appreciation to Natalie Grange for all of her hard work.

**Student Achievement and School Success Committee**

Member Laurel O. Brown, Chairman of the Student Achievement and School Success Committee presented the following recommendations from the committee:

K-2 Social Studies Core Curriculum

The Elementary K-2 Social Studies Core Curriculum has been revised. The one-year process used input from Social Studies experts across the state. The draft was approved by the Board in its November meeting and was taken out for public hearings to solicit comments that address the content and intent of the curriculum.

The Committee reviewed the comments from the public hearings as well as recommended changes to the core curriculum. (For complete details see General Exhibit No. 11072.)

The Committee approved the Elementary K-2 Social Studies Core Curriculum as amended and moves that the Board approve the Elementary K-2 Social Studies Core Curriculum. Motion carried with Members Allen, Brown, Cannon, Castle, Crandall, Jensen, Locke, Morrill, Murphy, Openshaw, and Thomas voting in favor; Member Burningham absent.

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### Mathematics Steering Committee Recommendations

The Utah State Office of Education convened the Mathematics Steering Committee on October 22, 2008, to examine mathematics education Utah and Utah's Math Readiness for the 21<sup>st</sup> Century. Committee members included mathematicians and mathematics educators along with a wide representation of stakeholders in mathematics education. Brenda Hales originally convened and chaired the committee, which was later facilitated by Lynne Greenwood, Director of Curriculum and Diana Suddreth, Secondary Mathematics Specialist.

The work of the committee included examining mathematics education in Utah and the United States through published research and reports such as the National Math Panel Report (2008) and the Utah Mathematics Core Curriculum (2007). The committee also viewed presentations on Singapore Math, NASA Math, Indiana's Math Reform (Core 40), Achieve and Utah's Business and Technical Needs.

The Committee provided recommendations based, in part, on the mission "to promote student growth and learning in mathematics to prepare students to thrive and contribute in the global economy of the 21<sup>st</sup> Century" which aligns with the State Board of Education Promises to Keep. The recommendations are organized and directed to various stakeholder groups. (For complete details see General Exhibit No. 11073.) It was noted that this fits into the Race to The Top application.

The Committee reviewed the recommendation of the Mathematics Steering Committee.

Motion from the Committee that the Board accept the report. Motion carried with Members Allen, Brown, Cannon, Castle, Crandall, Jensen, Locke, Morrill, Murphy, Openshaw and Thomas voting in favor; Member Burningham absent.

### **Law and Policy Committee**

Member Janet A. Cannon, Chair of the Law and Policy Committee presented the following recommendations from the Committee:

### 2010 Legislative Agenda

The 2010 Utah Legislature will convene on January 25, 2010 for their 45-day session. Proposed/draft legislation has already been discussed by the Education Interim Committee in their October and November meeting.

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The committee was informed of the proposed legislation and discussion by the Education Interim Committee members.

The Committee discussed and set a schedule for the extra meetings during the legislative session. (For complete details see General Exhibit No. 11074.)

No action was required.

### **Finance and Operations Committee**

Member David L. Thomas Vice Chair of the Finance and Operations Committee presented the following recommendations from the Committee:

#### Flexibility to Transfer Fund Balances Across Statutory Funds

The unprecedented reductions in public education has spawned a number of discussions on how best to reduce budgets while maintaining services. One area of discussion has been the use of fund balances of various funds. Many of the fund balances are restricted to statutory purposes and are therefore unavailable to offset budget reductions in the General (Maintenance and Operation or M&O) Fund of school districts. Several funds have been suggested as a resource to offset budget reductions to the maintenance and operation fund: Building Reserve Fund established in UCA 53A-23-101, Capital Outlay Levy established in UCA 53A-16-107, Tort Liability Levy established in UCA 63G-7-704, Recreation Levy established in UCA 11-2-7, and 10% of Basic Levy established in UCA 53A-17a-145. All these levies, except 10% of Basic, would require statutory language changes to allow fund transfers across funds. The 10% of Basic contains language that several districts contend allows, not for transfers, but actual posting of operational expenditures to the fund. This contention comes from a new interpretation of the statute.

The Finance and Operations Committee discussed fund balance flexibility options for school districts including a review of the several interpretations of UCA 53A-17a-145 and potential statutory language changes to other levies. (For complete details see General Exhibit No. 11075.)

One of the issues that came up was how this flexibility was used.

The Finance Committee will continue to discuss how to amend the process this budget year and a way to monitor the option monies, not only for how it was used and ways it could have been used. This would be flexibility in the capital fund, using this money for teachers, books, etc. in the classrooms.

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No action was required.

Executive Officer Report

Superintendent Larry K. Shumway presented the following items of information:

- USOE Employee Recognitions:
  - Dawn Stevenson was named School Counseling Director/Coordinator of the Year by the American School Counselor Association.
  - Gregg Roberts, World Language Specialist for the Utah State Office of Education was recently honored as State Supervisor of the Year by the National Association of Supervisors for Foreign Language.
  - Rick Gaisford was recently recognized by the State Educational Technology Directors Association with the SETDA Leader of the Year (SLY) Award.
- ESEA Reauthorization (No Child Left Behind) is the Elementary and Secondary Education Act of 1965 which has been reauthorized every five or so years for the past 40 plus years. Each time it gets a political name, interestingly No Child Left Behind started out as the most successful naming of all time and since has become one of the most skunked political terms of all time. We expect to see ESEA reauthorization proceeding in the next year and the talk in Washington is that as soon as health care is done, the next thing on the table will be the reauthorization of ESEA in terms of the domestic agenda of the administration.
- Race to the Top
  - Associate Superintendent Brenda Hales presented information on the Race to the Top Grant information. She shared the Utah Promises to Keep Goals and the Comprehensive Reform Areas.
  - Basis of the Race to the Top Plan is the Promises to Keep. We will be filling in what the LEA's need to do, timelines and a budget.
  - Presented the LEA Memorandum of Understanding Participation Agreement. The challenge is that she needs this back from the districts by January 13, 2010. We also need the Governor's Office signature, the Attorney General's OK. Can't do the budget until we have how many LEA's are going to participate. She explained how the monies will be allocated according to the Title I numbers.

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- They have asked us to courier the information to them. She then identified the process once the application is received.
- Statewide Longitudinal Data System Grant - We are applying for A 9.6 million grant to ensure that states build capacity with their education data systems. Grant due today and fully in line with Promises to Keep.
- Race to the Top Common Assessment Grant - If we are a part of the Common Core Curriculum why would we have a separate Assessment Grant. There is a conference call coming relative to CCSSO providing this consortium.
- Total from ARRA funds \$1.9 billion came to Utah. \$2-300 million came to public education. The federal government will be here to see where that money was spent. This will be a very rigorous audit process.
- Utah Assessment Pilot Evaluation - from WestEd presented a formal final report.
- Public Education Employee Conduct Work Group - this was to do a thorough reevaluation and reconsideration all circumstances around employee conduct. Patti Harrington has formed a group and we will have a preliminary report in January.
- Invited Board Members to join in the USOE holiday breakfast on January 14 at 9:00 a.m. During the holidays the office is open throughout this time. Many people have vacation during the holiday season. At least one person on the executive staff will be in the office.

(For complete details of the report see general Exhibit No. 11076.)

#### Board Chairman Report

Chairman Debra Roberts presented the following items of information:

- Personal privilege time from Member Shelly Locke - Member Locke stated that she has been involved in protecting families in the world. She indicated that the family is the most endangered species on the planet. She noted that she has served as Young Mother of the Year for Utah and represented us in Warsaw, Poland and recently in Amsterdam and as a result has spoken to world leaders, international members of parliament and kings. In this capacity she has been asked to speak in March to the U.N. Based on this experience, her life has taken on expediential ramifications she never dreamed

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possible. She indicated that her families life has changed dramatically and will continue to do so. She expressed her appreciation for the opportunity to serve on the Board, for all she has learned and for the profound honor it has been to represented District 1 and all of the children that she loves there along with their teachers and administrators. She has performed this year the service she expected to go for three more years. She expressed appreciation of all for what she has learned and the friendships she has made, along with the priceless experience this has been on every level. She then tendered her resignation immediately.

Chair Roberts expressed appreciation for Member Locke's service. Wish her the best in the important work she is involved in.

- New State Board Letterhead. She distributed copies.
- K-16 Alliance Meeting - One of the things she was most concerned about in that meeting in addition to some really great reported is working on regional alliances. Superintendent Shumway and Commissioner Sederburg are going to get together and figure out some of the geographical areas in order to get these implemented. She asked each Board Member that as these come into being they make sure when invited to attend and participate in those meetings.
- Superintendent Shumway invited her to attend a meeting in the Beaver School District. This was a very positive meeting. The Superintendent will be inviting board members to attend as he goes throughout the state with these meeting. She applauded the Superintendent and his staff for putting together these meetings.
- Attended a reception for Chinese educators. There were approximately 25 educators from China doing the dual language program. She asked them the difference in American students and Chinese students and one answer was that in China they have classes of 50, and in US can't have classes of 50 because we can't discipline that many students. They said that American students are bright, intelligent and ask questions. They love the curiosity and openness of American students.

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- NASBE Study Groups - Identified the Board Members serving on the different study groups, etc.
- Leadership had a positive meeting with the Governor yesterday. He will be coming out with his budget next Friday and we look forward to working with him on his budget.
- December 10<sup>th</sup> Governor's Summit at SLCC in the Oak Room beginning at 9:00 a.m.
- There has been a positive reaction to our budget. She indicated we need to sure this up and asked each board member to go out and meet with their legislators and get their commitment to use the rainy day funds. As a part of that visit thank them for last year and holding us as harmless as they did; and their support on the U-PASS bill. It is a committee bill and she has not heard any negatives on the bill. She emphasized the importance for Board Members to develop a one on one relationships with their legislators.
- Committee assignments for the coming year. It is the intent of Leadership to leave everyone where they are unless someone would like to change. If so, please let us know. We will be sending out the same kind of questionnaire as before and ask everyone to give us their input by December 11<sup>th</sup>.
- Board leadership is on December 17<sup>th</sup>. In addition that day leadership will also be meeting with the committee chairs to review the year and set goals for next year.
- The Legislative dinner will be held January 6<sup>th</sup> at 6:00 p.m. We are currently planning to hold that at Woodrow Wilson Elementary next to the Granite School District offices.

#### General Consent Calendar

Motion was made by Member Laurel O. Brown and seconded by Member Carol Murphy to approve the General Consent Calendar as presented. Motion carried with Members Allen, Brown, Cannon, Castle, Crandall, Jensen, Locke, Morrill, Murphy, Openshaw and Thomas voting in favor; Member Burningham absent.

#### 1. Minutes of Previous Meetings

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Minutes of the Meeting of the State Board of Education held November 6, 2009.

2. Contracts

The following contracts were approved by the Board:

(A) Public Service Commission of Utah. \$10,000. 7/1/09-6/30/09 - RECEIVABLE

The Division of Services to the Deaf and Hard of Hearing, Southern Utah Office of the Deaf and Hard of Hearing will distribute telecommunication devices for the Deaf and Hard of Hearing provided by the PSC and train on its use. Individuals will be approved to receive devices by the PSC.

(B) Measurement Incorporated. \$3,643,000. 11/1/09-10/31/14. - Fed.

To provide a formative and summative online writing assessment system for public schools grades 5 & 8 in the State of Utah.

© Dataimage Professional Services. \$71,582.26. 10/1/09-5/31/12.

Upgrade, merge and provide on-going maintenance for document imaging systems.

(For complete details see General Exhibit No. 11077.)

3. Educator Licensing Requests for Temporary Authorizations

Requests for Temporary Authorizations as submitted by the school districts were approved by the Board. (For complete details see General Exhibit No. 11078.)

4. Minimum School Days Waiver, R277-419

The Sate Board of Education in its April 3, 2009 meeting provided additional flexibility to school district boards of education and charter school governing boards in the current difficult financial circumstances. The Board's action allows the reduction of up to five instructional days, provided the following requirements are met: (1) Prior to the cutting of any instructional days, a district or charter school must first cut three calendared professional development days (days on which licensed staff would have worked without students present). Only after the reduction of the professional development days may the district or charter school reduce instructional days. (2) The decision to reduce instructional days must be made in an open meeting of the board. Parents must be notified of the pending action and provided opportunity to be heard. (3) Once a school district or charter school has taken action to reduce instructional days, notification of the action must be provided to the



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State Board of Education. This notification shall be made by letter to the State Superintendent. This action is specifically limited to the 2009-2010 school year. The following school district has taken action to reduce school days in the 2009-2010 school year: Garfield School District. (For complete details see General Exhibit No. 11079.)

5. Monthly Budget Report

The Monthly Budget Report provides information to the Board in meeting its fiduciary responsibilities toward the Utah State Office of Education, the Utah State Office of Rehabilitation and the Utah Schools for the Deaf and the Blind. (For complete details see General Exhibit No. 11080.)

6. Utah State Board of Education Proposed 2010 Meeting Schedule

The proposed meeting schedule for the State Board of Education for 2010 was approved. (For complete details see General Exhibit No. 11081.)

7. Utah State Instructional Materials Commission Recommendations

The Instructional Materials Commission is charged with the responsibility of overseeing the process of reviewing instructional materials and recommending that the Utah State Board of Education approve the materials.

On November 20, 2009 the Utah State Instructional Materials Commission met and approved 937 Titles for recommendation to the Board. The Commission also recommended that the Board accept the bids received from the publishers and direct staff to award contracts to the publishers to furnish instructional materials to the schools of Utah. A complete printout of the recommendations was available in the office of the Board Secretary for perusal by members of the Board. The Board adopted the recommendations by the Utah State Instructional Materials Commission and direct staff to award contracts to the various publishers. (For complete details see General Exhibit No. 11082.)

8. Ratifications

Wendi Morton was ratified as an Educational Specialist, Business and Keyboarding in the Student Achievement and School Success Division.

Angela R. Mattaglia was ratified as the Educational Specialist, NAEP Coordinator in the Data, Assessment and Accountability Division.

9. Advisory Committee Notice of Vacancy

Two vacancies occur on the Division of Services to the Deaf and Hard of Hearing Advisory Committee: The vacancies include representation from Audiologists (1) and Advocate (1)

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Three vacancies occur on the Nominating Committee for the School and Institutional Trust Lands Board of Trustees: Utah State Board of Education (3)

10. List of Applicants for Licenses

The list of applicants for initial and renewal licenses was approved by the Board. (For complete details see General Exhibit No. 11083.)

11. Claims Report

The Claims Report in the amount of \$250,795,354.94 for October 31, 2009 was approved by the Board. (For complete details see General Exhibit No. 11084.)

Motion was made by Member Dixie L. Allen and seconded by Member Mark Openshaw to adjourn.

Meeting adjourned at 4:10 p.m.